

Phase 1 -2 Travel Request Spreadsheet - ARD

Site/Project

Location (city, state, or tribal)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers?* H/M/L	Risk level to community?** H/M/L
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Nature/Purpose of Work

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)
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Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
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**Proposed Process Steps**

- 1- Deputies update every Monday by 8am for upcoming travel two weeks out or later
  - 2- SRO reviews, approves, disapproves and fills in column M
  - 3- SRO provides email follow up to SLT with confirmation of his review and decisions on upcoming travel
  - 4- SRO's email is used by time/travel group to support processing TAs for travelers
- 

**\* Risk Level to Travelers Considerations:**

## Low Risk

- Mobilization via ground/driving (single occupant)
- No overnight stays
- No local COVID travel restrictions
- Not a COVID "hot spot"
- Work in non-residential areas

## Moderate Risk

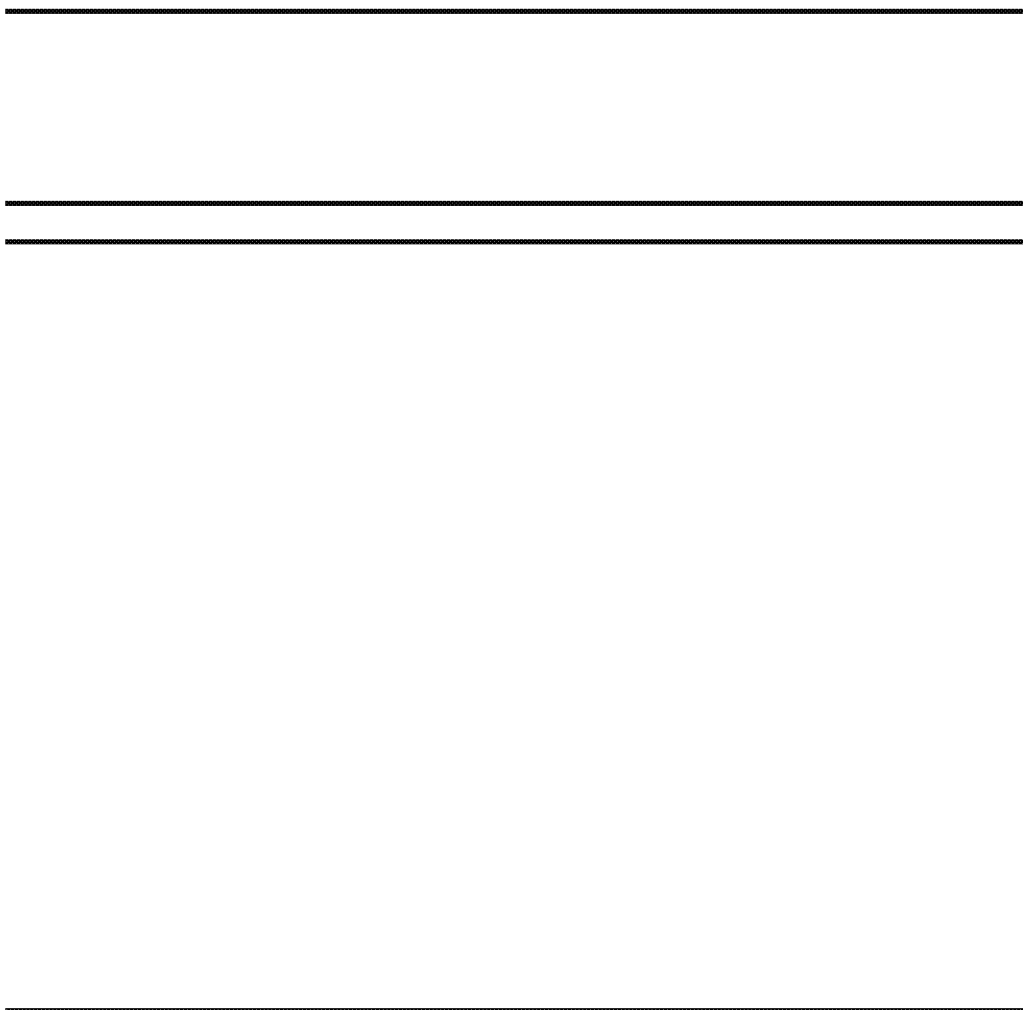
- Mobilization via ground/driving (multiple occupancy w/ PPE)
- More than 1-day TDY and off-duty shelter in place is feasible for all days

## High Risk

- Work in or near occupied residences
  - More than 1-day TDY and off-duty shelter in place not feasible (limited hotel/restaurant capacity)
  - Mobilization via commercial air
  - Mobilization via ground/driving (multiple occupancy w/o PPE)
  - Disinfection wipes/supplies not available for hotels/cars
  - Known COVID hot spot
  - Local COVID-19 restrictions in place for non-essential travel
- 

## Link for Covid-19 Situation at Location

<https://epa.maps.arcgis.com/apps/opsdashboard/index.html#/561f36b3d5f14c4997325c89ff2c0a7f>



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**\*\* Risk Level to Community Considerations:**

Low –

local travel/travel via vehicle, no overnight stay, no interaction with community or public

Medium –

travel to location with approximately equivalent COVID-19 conditions, and travel via vehicle over multiple days, and limit

High –

travel to location with lower COVID-19 incidence, and multiple day travel via vehicle/or air travel, or interaction with cor

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Phase 1 -2 Travel Request Spreadsheet - ECAD

Site/Project

Location (city, state, or tribal)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers? H/M/L	Risk level to community? H/M/L
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Nature/Purpose of Work

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)
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Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
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**Moderate Risk**

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**High Risk**

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Phase 1 -2 Travel Request Spreadsheet - LCARD

Site/Project

Location (city, state or tribal location)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers? H/M/L	Risk level to community? H/M/L
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Nature/Purpose of Work

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)
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Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
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Phase 1 -2 Travel Request Spreadsheet - SEMD

Site/Project

French Gulch/Blue River

Gamble Gulch

Clear Creek

Location (city, state, or tribal)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers? H/M/L	Risk level to community? H/M/L
Frisco, CO	Similar to Denver (Summit County incident rate = 764.49/100K vs Denver County at 844/100K	L	L
Nederland, CO	Similar to Denver (Boulder County incident rate = 313/100K vs Denver County at 844/100K	L	L
Golden and Idaho Springs CO	Similar to Denver (Jeffco incident rate =409/100K vs Denver County at 844/100K	L	L

Nature/Purpose of Work

ambient water quality sampling of river/stream

ambient water quality sampling of river/stream

ambient water quality sampling of river/stream

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)
No	Would lose high flow run-off water quality data	June 16-18	(EPA) William Schroeder, Ryan Monahan (ESAT ) Nate Delhiero, Allie Porter, Conor Goulding, Landon Bailey, Steve Auer
No	Would lose high flow run-off water quality data	18-Jun	(EPA) William Schroeder, Ryan Monahan (ESAT) Mike Carney
No	Would lose high flow run-off water quality data	June 23-24	(ESAT ) Nate Delhiero, Allie Porter, Conor Goulding, Landon Bailey, Steve Auer

Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
POV/GOV - Single Occupants in Vehicle	Y	Y	Y	Y	
POV/GOV - Single Occupants in Vehicle	Y	Y	Y	Y	
POV/GOV - Single Occupants in Vehicle	Y	Y	Y	Y	

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Phase 1 -2 Travel Request Spreadsheet - MSD

Site/Project

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Nature/Purpose of Work

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)	Mode of Transportation (include type: air, GOV, POV, & number of passengers)
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Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
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Phase 1 -2 Travel Request Spreadsheet - ORC

Site/Project

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Nature/Purpose of Work

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)	Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N
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Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
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**Moderate Risk**

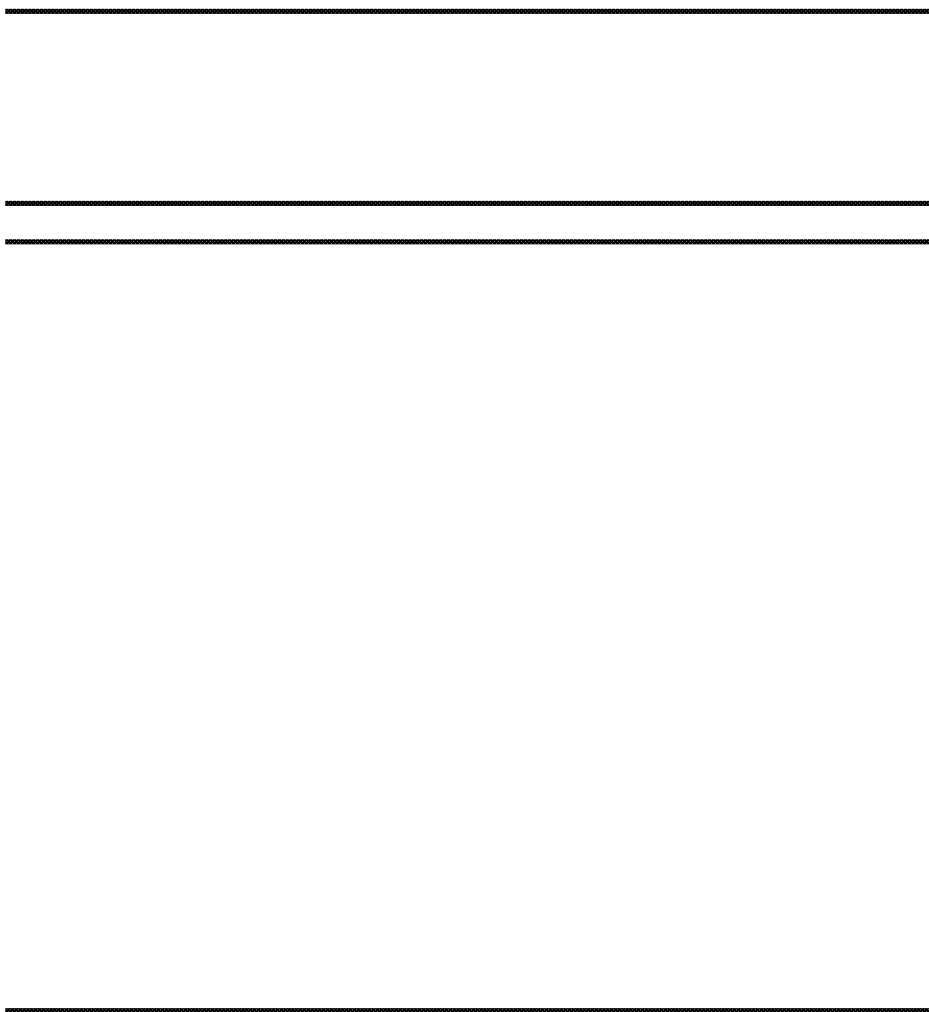
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## Phase 1 -2 Travel Request Spreadsheet - RA

Site/Project

June

Dewey Burdock

July

RA Meeting w/HQ

Libby

RA Meeting w/WY

RA Meeting w/WYMA

August

### Proposed Process Steps

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### \* Risk Level to Travelers Considerations:

Low Risk

- Mobilization via ground/driving (single occupant)
- No overnight stays
- No local COVID travel restrictions

Location (city, state, or tribal)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers? H/M/L	Risk level to community? H/M/L
Pine Ridge Reservation	? not sure	M	M
City?, WV		H	H
Libby, MT		H	H
Johnson's corner, CO		M	M
Cheyenne, WY		M	M

[illegible]

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**\*\* Risk Level to Community Considerations:**

Low –

local travel/travel via vehicle, no overnight stay, no interaction with community or public

Medium –

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)	Mode of Transportation (include type: air, GOV, POV, & number of passengers)
tribe req. in person	not really; UIC permit would be delayed	6/23/2020 - 6/25/2020	Varilek/O'Connor/V alois	GOV; separate cars
if Doug decides		7/6/20-7/8/20	Sopkin	air; Uber or taxi
no		13-Jul	Sopkin	
yes	not sure	7/16/2020	Sopkin/Jag	GOV; same car
Yes	Yes	7/21/2020	Sopkin/Jag	GOV; same car

[illegible]

- Not a COVID “hot spot”
- Work in non-residential areas

Moderate Risk

- Mobilization via ground/driving (multiple occupancy w/ PPE)
- More than 1-day TDY and off-duty shelter in place is feasible for all days

High Risk

- Work in or near occupied residences
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High –

travel to location with lower COVID-19 incidence, and multiple day travel via vehicle/or air travel, or interaction with con



ed to no interaction with community or public.

community or public likely.

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Phase 1 -2 Travel Request Spreadsheet - SEMD

Site/Project

Captain Jack

Gamble Gulch

Location (city, state, or tribal)	COVID-19 Situation at location -see link below (enter objective/ fact based data from link below e.g. decreasing, flat, increasing)	Risk level to travelers? H/M/L	Risk level to community? H/M/L
Boulder County, CO	Status same as Denver, however, work is remote.	Low	Low
Boulder County, CO	Status same as Denver, however, work is remote.	Low	Low

Nature/Purpose of Work

Assess site conditions and potential infiltration from spring melt

Collect surface water, groundwater and soil samples

Can work be done differently? (i.e. virtually)	Can work be deferred? If so, what are the ramifications?	Travel Dates	Travelers (include FTEs, SEEs, Contractors)
No, a visual inspection is necessary.	No. If work is deferred, EPA would miss the opportunity to identify whether there is infiltration into the mine pool. The sludge pond and mine discharge also needs to be monitored routinely during spring melt. The pH has decreased significantly in the past month.	6-12-2020 and 6-17- 20	Joyel Dhieux
No, environmental samples to be collected.	If sampling was deferred, the EPA would miss collection of spring runoff samples until 2021	6/18/2020	J. Wyatt (SEMD), D. Romero (SEMD), V. Ketellapper (SEMD), B. Schoeder (LSASD), R. Monahan (LSASD), and M. Carney (ESAT Contractor)

Mode of Transportation (include type: air, GOV, POV, & number of passengers)	Covid Practices followed? Y/N	Appropriate PPE provided to travelers? Y/N	Travelers reviewed and will follow H+S checklist for field? Y/N	DD supports travel request? Y/N	RA approval? Y/N
POV	Yes, the site is outside and it is easy to maintain social distancing.	Yes, the travelers have PPE	Yes	YES	
All travelers taking their own POV	Yes, the site is outside and it is easy to maintain social distancing.	Yes	Yes	YES	

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**Moderate Risk**

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**High Risk**

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Workplace Safety Plan Travel Request Spreadsheet - WD

Site/Project
WD WERT vaccine
WD WERT vaccine
WD WERT vaccine
Clear Creek Metals sampling project with R8 Lab
Previously Approved
Appointment
Appointment

Proposed Process Steps

- 1- Deputies update every Monday by 9 am for upcoming travel two weeks out or later
- 2- SA reviews, approves or disapproves and fills in appropriate column by COB Tuesday
- 3- SA provides email follow up to SLT with confirmation of her review and decisions on upcoming travel by noon Wednes



Category of Mission Critical Travel
Conduct emergency response actions
Conduct emergency response actions
Conduct emergency response actions
Essential to the operation of the EPA services whose failure or disruption would impact human health or the environment
Conduct emergency response actions
Conduct emergency response actions



Appropriate PPE provided to travelers? Y/N	DD supports travel request? Y/N	SA approval? Y/N
N	Y	
N	Y	
N	Y	
Y	Y	
Y	Y	Y
Y	Y	Y

4- SA's email is used by time/travel group to support processing TAs and TVs for travelers

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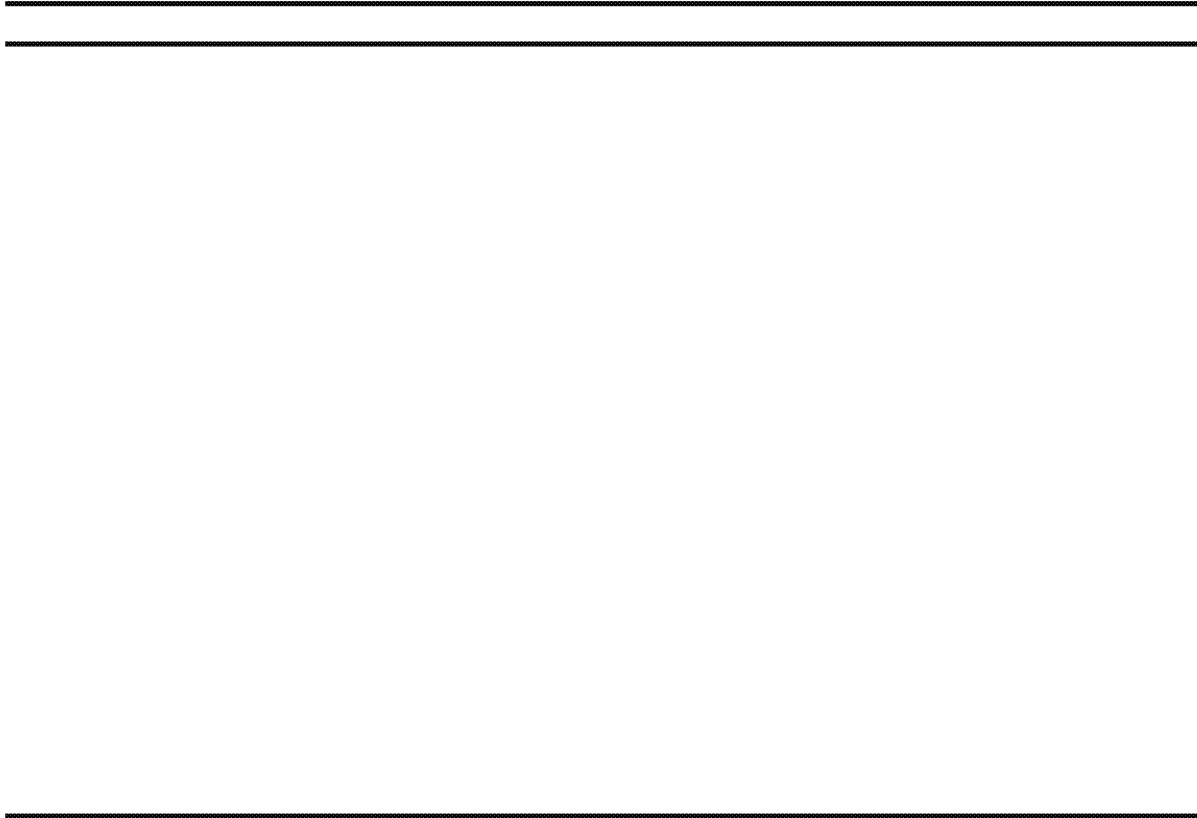
**Daily New Cases/100K**

**Positive Test Rate**

**Trend**

**RED** High Risk to traveler; emergency travel only. Divisions should approve travel only if it mitigates immediate risk to hu  
**YELLOW** Significant Risk to traveler; time-critical travel essential to EPA mission is appropriate<sup>3</sup>. In decision making, man  
**GREEN** Risk is present but considered manageable. Managers should ensure trends are not rapidly changing.





Green	Yellow	Red
< 50/100K	50-100/100K	> 100/100K
< 10%	10%-15%	> 15%
< 1 (cases declining)		> 1 (cases increasing)

man health or addresses significant environmental damage<sup>2</sup>.  
agers approving travel should consider the risk-reward ratio and *reevaluate conditions as travel appro*

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*aches* to ensure situation has not changed.

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ed to no interaction with community or public.

community or public likely.

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